

Minutes
County Road Administration Board
April 12-13, 2001
CRAB Office - Olympia, Washington

APPROVED

Members Present: Grant County Commissioner Tim Snead, Chair
Asotin County Commissioner Don Scheibe, Vice-Chair
Ken Stone, Cowlitz County Engineer
Walt Olsen, Pend Oreille County Engineer
Pierce County Council Member Harold Moss*
Randy Casteel, Kitsap County Engineer
Walla Walla County Commissioner David Carey
Garfield County Commissioner Dean Burton

Members Absent: Whatcom County Council Member Robert Imhof
Steve Dietrich, CRAB Attorney

Staff Present: Jay Weber Jay Armstrong
Cheryl Heinemeyer Karen Pendleton
Steve Hillesland Randy Hart*
Chris Mudgett

Guests: Denise Tabler, OFM, SACS Division*
Randy Todd, OFM, SACS Division*
Reid Wheeler, Consultant*
Pete Butkus, Public Works Board*
Dr. Kelsey Gray, WSU

CALL TO ORDER

Vice-Chair Snead called the County Road Administration Board quarterly meeting to order at 1:00 PM on Thursday, April 12, 2001, at the CRAB office in Olympia.

ELECTION OF CHAIR

Mr. Weber discussed electing a Chair. Discussion was opened to the Board.

Commissioner Snead opened the floor for Chairman nominations:
Council Member Moss nominated Commissioner Snead for Chairman. Hearing no other nominations, Mr. Olsen motioned to close nominations, seconded by Council Member Moss. Commissioner Scheibe motioned to select Commissioner Snead as chairman, seconded by Council Member Moss. **Motion carried.**

Chair Snead opened the floor for Vice-Chairman nominations:
Mr. Olsen nominated Commissioner Scheibe, seconded by Council Member Moss. Hearing no other nominations, Commissioner Snead motioned to close nominations, seconded by Council Member Moss. Commissioner Snead motioned to select Commissioner Scheibe as vice-chair, seconded by Council Member Moss. **Motion carried.**

*Present 1st day only

**Present 2nd day only

CHAIR'S REPORT

Welcome Commissioner Dean Burton

Chair Snead introduced and welcomed Commissioner Dean Burton from Garfield County to the CRABoard.

Approve Minutes of January 11-12, 2001 CRABoard Meeting

Council Member Moss moved and Mr. Olsen seconded to approve the minutes of the January 11-12, 2001, CRABoard meeting with a spelling correction. **Motion carried.**

DIRECTOR'S REPORT

CRABoard Expiring Positions

Mr. Weber identified the three CRABoard positions that expire June 1, 2001. He noted that interested persons needed to write letters of interest to WSAC.

New County Engineer/Public Works Directors

Mr. Armstrong announced the following appointments and vacancies in the counties:

Bill Johns appointed as Adams County Engineer.

Ross Kelley appointed as Spokane County Engineer.

Skamania County Engineer position remains vacant.

Klickitat County Engineer position remains vacant.

Steve Thomsen appointed as Snohomish County Engineer.

Director's Activities/County Visits

Mr. Weber reviewed his and Mr. Armstrong's county visits over the last three months. He discussed issues concerning the status of Senate Bill 5755, how it may affect CRAB, and the actions he has taken. He also related his other activities concerning the Small Agency Group lunches and the WSAC Western District Conference.

State Auditor's Report

Mr. Armstrong stated that there were no counties to report on this quarter.

2001 Meeting Schedule

Mr. Weber reviewed the 2001 CRABoard meeting schedule and suggested that the July 18-20, 2001, meeting be held in Grant County. Mr. Olsen moved to accept these dates and Council Member Moss seconded. **Motion carried.**

New Maintenance Manager Position

Mr. Weber noted the status of a new Maintenance Manager position under CRAB's existing budget.

County Engineer of the Year

Mr. Weber reviewed a letter and nomination form for 2001 County Engineer of the Year and asked the commissioners to assist in spreading the word for nominations.

Contract with Dr. Kelsey Gray

Mr. Weber reviewed a contract between CRAB and Dr. Kelsey Gray of WSU. The contract is a result of the outgrowth from the governor's office in reference to our performance measures. He concluded that Dr. Gray has interviewed CRAB staff and will be speaking to Board members at the end of the day.

Okanogan County Issues

Mr. Armstrong updated the Board on issues within the Okanogan County public works department that began about five years ago. CRAB has been working with the director and the commissioners along with Dr. Gray to solve these issues.

PUBLIC HEARING

Chair Snead opened the public hearing at 2:05 p.m.

Mr. Hart reviewed the history and reasons for this request of revisions to lapsing rules for RAP projects, WAC 136-167-040. Mr. Weber called for comments. Chair Snead opened the floor for discussion. After discussion, Mr. Olsen moved and Vice-Chair Scheibe seconded to close the public hearing. **Motion carried.**

Council Member Moss moved and Mr. Olsen seconded to approve revisions to WAC 136-167-040. **Motion carried.**

Mr. Hart reviewed the word changes to WAC 136-130-040. Discussion was held. Chair Snead called for public opinion. Chair Snead opened the floor for discussion or comments. After discussion, Mr. Olsen moved and Mr. Stone seconded to close the public hearing. **Motion carried.**

Mr. Casteel moved and Commissioner Carey seconded to approve revisions to WAC 136-130-040. **Motion carried.**

AGENCY BUDGET STATUS

Mr. Weber welcomed Denise Tabler, OFM Small Agencies Client Services. Ms. Tabler reviewed handouts effective March 31 regarding CRAB's current budget status and the FY2001-2003 Proposed Budget. Ms. Tabler concluded by introducing new SACS team member Randy Todd.

RAP BUSINESS

Program Status Report

Mr. Hart reviewed a two page Rural Arterial Program status report. Mr. Stone suggested the project totals be shown for completed and active projects only, and not include the withdrawn or combined project numbers (the funds from withdrawn and combined projects are given to active projects). Mr. Hart agreed to present this information for the next CRABoard meeting. The oldest active project, San Juan County's Cattle Point Road, has been awarded a design consultant. A public hearing will be scheduled after design to present the proposed scope.

Regional Discussions, Lapsing Projects

Mr. Hart briefed the Board on the spring 2001 regional RAP meeting discussions. Mr. Olsen and Mr. Stone discussed methods to slow down the pace of allocation to new projects in a future biennium. It was suggested that in some future biennium, the CRABoard consider allocating 150% of the estimated biennial revenue over a four-year (two biennium) period. This would allow some catching up with the current two-biennium obligation.

Mr. Hart informed the board that the Puget Sound region counties recently met together to review rating procedure changes to the RAP application form. The county engineers suggested some additional changes to their staff, who will incorporate them and submit to CRAB within two months time. Some PS WAC revisions will be necessary if the new procedure is used. These revisions may be proposed at the July CRABoard meeting.

Mr. Hart then identified projects (via a two page listing) that are facing design and construction lapsing in 2001. Mr. Hart noted that all of the impacted counties have requested extensions to the lapsing dates.

Resolution 2001-007 – Extend Project Lapsing Dates

Mr. Hart presented Resolution 2001-007 to extend RAP project design and construction lapsing dates to the listed new lapsing dates. After discussion Vice-Chair Scheibe moved and Mr. Stone seconded to approve Resolution 2001-007. **Motion carried.**

Resolution 2001-004 – Apportion RATA Funds

Mr. Hart presented Resolution 2001-004 to apportion RATA funds to regions. The resolution approves that the accrued amount of \$4,870,510 now credited to RATA be apportioned to the regions by the established 1999/2001 biennium percentages after setting \$146,115 (3%) aside for administration. After discussion, Council Member Moss moved and Vice-Chair Scheibe seconded to approve Resolution 2001-004. **Motion carried.**

Resolution 2001-005 – Release of Interest and Turnback

Mr. Hart presented Resolution 2001-005. The resolution approves that the unspent and unneeded RATA amounts originally allocated to projects and interest funds accrued to date are hereby made available for new or partially funded RAP projects in the regions. After discussion, Mr. Stone moved and Council Member Moss seconded to approve Resolution 2001-005. **Motion carried.**

Resolution 2001-006a, b, c – Approve New Funding

Mr. Hart presented Resolutions 2001-006a – Approve New Funding Including Released Funds; b – Approve New Funding Without Released Funds; and c – Approve Funding to Partially Funded Projects Only.

Mr. Hart reviewed each resolution and the outcome of each selection. After discussion, Mr. Olsen moved and Mr. Casteel seconded to accept and approve Resolution 2001-006b. **Motion carried.**

DIRECTOR'S REPORT (continued)

Annual Certification - Resolutions 2001-008 and 2001-009

Mr. Weber and Mr. Armstrong discussed with the Board the conditional certificates of Good Practice for King and Skamania counties. Mr. Weber reviewed the resolutions, which will be corrected to remove Skamania County as a conditional.

After discussion Mr. Stone moved and Mr. Olsen seconded to approve Resolution 2001-008 with the correction. **Motion carried.**

After discussion Mr. Olsen moved and Vice-Chair Scheibe seconded to approve Resolution 2001-009 with the correction. **Motion carried.**

Chair Snead recessed at 3:45 P.M. The CRABoard meeting will resume April 13, 2001, at 9:00 A.M.

(NOTE: The CRABoard met with Dr. Gray until 5:10 p.m. They met with Dr. Gray again from 8:00 – 9:30 a.m.)

Chair Snead called the second day of the CRABoard meeting to order on April 13, 2001, at 9:30 A.M.

WORK SESSION

Resolution 2001-010 – Replacing Resolution 2001-006b

Mr. Weber presented Resolution 2001-010 replacing previously approved resolution 2001-006b, which had errors in the Puget Sound portion of the statewide array of projects. 2001-010 dissolves Resolution 2001-006b, and approves funding for the correct list of eligible projects. After discussion, Vice-Chair Scheibe moved and Mr. Olsen seconded to approve Resolution 2001-010. **Motion carried.**

Legislative Issues

Mr. Weber reviewed the status of the budget updates that are now in the House.

GASB34

Ms. Mudgett informed the Board on GASB34 status. She explained that the draft implementation guidelines have been put together by the State Auditor's Office and will be discussed with local agencies during a series of "roundtables" scheduled around the state between April 30 and May 30. She reviewed the preservation definition issue. Ms. Mudgett has visited a number of counties to discuss GASB 34 and to answer questions. More visits will occur throughout the next few months. She also explained how development of asset management system tools will increase the success of future operations and mentioned that hopefully a future Mobility module will be able to address that issue.

CRAB By-Laws

Mr. Weber reviewed the copy of the by-laws that were last updated in 1979. Chair Snead directed staff to review and make proposed changes to the by-laws and bring the proposal(s) to the July CRABoard meeting.

Heavier Trucks on County Roads

Mr. Weber reviewed a one-page handout regarding Americans for Safe and Efficient Transportation (ASET) pushing legislation to raise the maximum truck weight limits.

Vice-Chair Scheibe moved and Mr. Olsen seconded to close for executive session. **Motion carried.**

Adjourn at 10:10 A.M.

Chairman